



**CHECKLIST**-Certified true copies of a foreign  
passport for use with Individual Taxpayer  
Identification Number (ITIN) applications.

U.S. Embassy Bangkok and Consulate General Chiang Mai

**Checklist must be completed and included in the package**

- ☐ Original foreign passport
- ☐ Bank draft for Certified true copy service fee in Thai Baht for the equivalent of 50 USD  
(Please see this link for current exchange rate information <http://th.usembassy.gov/u-s-citizen-services/service-fees/> )
- ☐ Bank draft for 100 THB for return envelope
- ☐ Printed checklist
- ☐ Your return address:

Name of applicant: \_\_\_\_\_

Address line one: \_\_\_\_\_

Address line two: \_\_\_\_\_

District, city, zip code: \_\_\_\_\_

Local telephone number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

\_\_\_\_\_

Applicant's initials

\_\_\_\_\_

Date

*(For quick and efficient delivery, please ensure to address your package ONLY to the addresses below.)*

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**Mail to:**

U.S. Embassy Bangkok Mailing Address:  
Certified-true-copy by Mail Service  
ACS/Consular Section,  
U.S. Embassy, 95 Wireless Road,  
Bangkok 10330, Thailand

**OR** Consulate General Chiang Mai Mailing Address:  
Certified-true-copy by Mail Service  
ACS/Consular Section,  
U.S. Consulate General Chiang Mai  
387 Witchayanond Rd.  
T. Chang Moi A. Muang  
Chiang Mai 50300, Thailand